

**MEDINA VALLEY ISD**

**CTE**

***Discover Your Future***  
*in Career & Technical Education*



**CAREER & TECHNICAL EDUCATION  
PLAN 2019-2024**

# MVHS Career & Technical Education Plan 2019-2024

**MVISD Mission**--Medina Valley Independent School District will provide its students with superior and diverse education that inspires excellence, promotes accountability and values, and encourages all students to achieve their highest potential.

## CTE Mission

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The purpose of the Career and Technical Education Department is to recognize the needs of a diverse student population and to assist students in gaining skills to become competitive, independent, productive citizens in a global economy. Students will be given opportunities to maximize their fullest potential through quality instruction linked to business and industry, career guidance, and active student leadership organizations.

## CTE Goals

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Have all students' master basic skills through rigorous technical education, which will enable them to:

1. Manage the responsibilities of both family member and wage earner
2. Gain entry-level employment in a high-skill, high-wage job and/or to continue their post-secondary education

## CTE Priorities

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1. Every CTE student will participate in innovative and engaging learning experiences incorporating career exploration and 21st-century Workplace Readiness Skills.
2. CTE students will have the opportunity to engage with business, industry, and community organizations.
3. CTE students will be provided the opportunity to achieve industry credentials and/or college credits.
4. CTE teachers will possess the skills, knowledge, and credentials needed to deliver a state-of-the-art program.
5. CTE will maintain current and relevant curriculum in order to meet the needs of a competitive workforce.
6. CTE programs must have well maintained state-of-the-art equipment that meet current industry standards.

## CTE Needs Assessment

### The Process

- Teachers were asked to complete a self-assessment of their program(s) & the CTE Coordinator applied the HQ Program Rubric
- CTE Coordinator compiled program data
- HQ Program Analysis Scorecard was completed for each primary cluster and the CTE program overall

### Data Review – Identified Areas for Improvement

1. Increase business & community partnerships
2. Improve quality of work-based learning
3. Add college credit opportunities in CTE
4. Improve passing rate on industry-based certifications
5. Add additional industry-based certifications
6. Analyze program costs & review cost per student

### Industry Based Certification – Overall Success Rate 2015 - 2018

Certification	# of Tests Taken	# of Tests Passed	Success Rate
ASE (all)	344	55	21%
AWS SENSE Welding Level 1	12	12	100%
MOS - Expert Excel	19	0	0%
MOS - Expert Word	23	1	4%
NCCER CORE	0	0	0%
OSHA - General Industry	157	157	100%
ACA - Flash / Animate	37	8	22%
ACA - Illustrator	13	3	23%
ACA - Photoshop	46	18	39%
ACA - Premiere Pro	109	57	52%
Floral Design (TSFA Level 1)	77	67	87%
Food Handler	235	205	87%
MOS - Access	39	31	79%
MOS - Excel Core	102	93	91%
MOS - Word Core	434	415	96%

Agriculture Science	Points
District and standards aligned curriculum	3
High quality instruction	3
Prepared and effective program staff	4
Coherent Sequences	2
Postsecondary credentials	2
Access and equity for all	4
Industry standard facilities and equipment	3
Business and community partnerships	1
Career and Technical Student Organizations (CTSOs)/extended learning	4
Work-based learning	2
Industry valued/recognized credential(s) administered to students <b>(yes/no or N/A)</b>	4
Percentage of students who pass an industry valued/recognized credential exam. <b>(116/119=97.48%)</b>	4
CTE program of study offers college certificate or associate degree <b>(yes/no)</b>	1
Does the program offer articulated credit? <b>(yes/no)</b>	1
Does the program offer dual credit? <b>(yes/no)</b>	1
Percentage of students who receive recommendation for articulated credit.	1
Percentage of students who earn dual credit.	1
Number of students enrolled CTE classes 2018-19	478
Number of students enrolled CTE classes study-prior year	433
Nontraditional enrollment in the program of study reflects campus composition of male/female students. <b>(yes/no)</b>	1
Enrollment in the program of study reflects campus composition of special education students. <b>(yes/no)</b>	4
Enrollment in the program of study reflects campus composition of economically disadvantaged students. <b>(yes/no)</b>	4
Enrollment in the program of study reflects campus composition of English learners (ELL). <b>(yes/no)</b>	4
Cost per student	\$753.65
<b>Percentage</b>	<b>64.29%</b>

POINT VALUES: 1=MINIMAL, 2=EMERGING, 3=QUALITY, 4=EXEMPLARY

Automotive Technology	Points
District and standards aligned curriculum	4
High quality instruction	3
Prepared and effective program staff	3
Coherent Sequences	3
Postsecondary credentials	4
Access and equity for all	4
Industry standard facilities and equipment	1
Business and community partnerships	2
Career and Technical Student Organizations (CTSOs)/extended learning	4
Work-based learning	3
Industry valued/recognized credential(s) administered to students <b>(yes/no or N/A)</b>	4
Percentage of students who pass an industry valued/recognized credential exam. <b>(37/136=27.2%)</b>	2
CTE program of study offers college certificate or associate degree <b>(yes/no)</b>	1
Does the program offer articulated credit? <b>(yes/no)</b>	4
Does the program offer dual credit? <b>(yes/no)</b>	1
Percentage of students who receive recommendation for articulated credit.	4
Percentage of students who earn dual credit.	1
Number of students enrolled CTE classes 2018-19	136
Number of students enrolled CTE classes study-prior year	120
Nontraditional enrollment in the program of study reflects campus composition of male/female students. <b>(yes/no)</b>	1
Enrollment in the program of study reflects campus composition of special education students. <b>(yes/no)</b>	4
Enrollment in the program of study reflects campus composition of economically disadvantaged students. <b>(yes/no)</b>	4
Enrollment in the program of study reflects campus composition of English learners (ELL). <b>(yes/no)</b>	4
Cost per student	\$875.29
<b>Percentage</b>	<b>72.62%</b>

POINT VALUES: 1=MINIMAL, 2=EMERGING, 3=QUALITY, 4=EXEMPLARY

Arts, Audio/Video Technology & Communications	Points
District and standards aligned curriculum	4
High quality instruction	3
Prepared and effective program staff	4
Coherent Sequences	3
Postsecondary credentials	4
Access and equity for all	4
Industry standard facilities and equipment	2
Business and community partnerships	1
Career and Technical Student Organizations (CTSOs)/extended learning	4
Work-based learning	1
Industry valued/recognized credential(s) administered to students <b>(yes/no or N/A)</b>	4
Percentage of students who pass an industry valued/recognized credential exam. <b>(31/75=41.33%)</b>	2
CTE program of study offers college certificate or associate degree <b>(yes/no)</b>	1
Does the program offer articulated credit? <b>(yes/no)</b>	1
Does the program offer dual credit? <b>(yes/no)</b>	1
Percentage of students who receive recommendation for articulated credit.	1
Percentage of students who earn dual credit.	1
Number of students enrolled CTE classes 2018-19	504
Number of students enrolled CTE classes study-prior year	570
Nontraditional enrollment in the program of study reflects campus composition of male/female students. <b>(yes/no)</b>	1
Enrollment in the program of study reflects campus composition of special education students. <b>(yes/no)</b>	4
Enrollment in the program of study reflects campus composition of economically disadvantaged students. <b>(yes/no)</b>	4
Enrollment in the program of study reflects campus composition of English learners (ELL). <b>(yes/no)</b>	4
Cost per student	\$403.52
<b>Percentage</b>	<b>64.29%</b>

POINT VALUES: 1=MINIMAL, 2=EMERGING, 3=QUALITY, 4=EXEMPLARY

Construction Technology		Points
District and standards aligned curriculum		2
High quality instruction		2
Prepared and effective program staff		3
Coherent Sequences		3
Postsecondary credentials		2
Access and equity for all		3
Industry standard facilities and equipment		2
Business and community partnerships		1
Career and Technical Student Organizations (CTSOs)/extended learning		4
Work-based learning		1
Industry valued/recognized credential(s) administered to students <b>(yes/no or N/A)</b>		4
Percentage of students who pass an industry valued/recognized credential exam. <b>(27/29=93.1%)</b>		4
CTE program of study offers college certificate or associate degree <b>(yes/no)</b>		1
Does the program offer articulated credit? <b>(yes/no)</b>		1
Does the program offer dual credit? <b>(yes/no)</b>		1
Percentage of students who receive recommendation for articulated credit.		1
Percentage of students who earn dual credit.		1
Number of students enrolled CTE classes 2018-19		174
Number of students enrolled CTE classes study-prior year		178
Nontraditional enrollment in the program of study reflects campus composition of male/female students. <b>(yes/no)</b>		1
Enrollment in the program of study reflects campus composition of special education students. <b>(yes/no)</b>		4
Enrollment in the program of study reflects campus composition of economically disadvantaged students. <b>(yes/no)</b>		4
Enrollment in the program of study reflects campus composition of English learners (ELL). <b>(yes/no)</b>		4
Cost per student		\$728.88
<b>Percentage</b>		<b>58.33%</b>

POINT VALUES: 1=MINIMAL, 2=EMERGING, 3=QUALITY, 4=EXEMPLARY

Business Management, Administration & Finance		Points
District and standards aligned curriculum		3
High quality instruction		3
Prepared and effective program staff		3
Coherent Sequences		3
Postsecondary credentials		4
Access and equity for all		4
Industry standard facilities and equipment		4
Business and community partnerships		1
Career and Technical Student Organizations (CTSOs)/extended learning		4
Work-based learning		3
Industry valued/recognized credential(s) administered to students <b>(yes/no or N/A)</b>		4
Percentage of students who pass an industry valued/recognized credential exam. <b>(288/357=80.67%)</b>		4
CTE program of study offers college certificate or associate degree <b>(yes/no)</b>		1
Does the program offer articulated credit? <b>(yes/no)</b>		2
Does the program offer dual credit? <b>(yes/no)</b>		1
Percentage of students who receive recommendation for articulated credit.		3
Percentage of students who earn dual credit.		1
Number of students enrolled CTE classes 2018-19		634
Number of students enrolled CTE classes study-prior year		845
Nontraditional enrollment in the program of study reflects campus composition of male/female students. <b>(yes/no)</b>		4
Enrollment in the program of study reflects campus composition of special education students. <b>(yes/no)</b>		4
Enrollment in the program of study reflects campus composition of economically disadvantaged students. <b>(yes/no)</b>		4
Enrollment in the program of study reflects campus composition of English learners (ELL). <b>(yes/no)</b>		4
Cost per student		\$249.51
<b>Percentage</b>		<b>76.19%</b>

POINT VALUES: 1=MINIMAL, 2=EMERGING, 3=QUALITY, 4=EXEMPLARY



Overall CTE Program	Points
District and standards aligned curriculum	3.00
High quality instruction	2.83
Prepared and effective program staff	3.33
Coherent Sequences	2.50
Postsecondary credentials	3.00
Access and equity for all	3.83
Industry standard facilities and equipment	2.33
Business and community partnerships	1.17
Career and Technical Student Organizations (CTSOs)/extended learning	3.50
Work-based learning	2.00
Industry valued/recognized credential(s) administered to students <b>(yes/no or N/A)</b>	4
Percentage of students who pass an industry valued/recognized credential exam. <b>(72.8%)</b>	3
CTE program of study offers college certificate or associate degree <b>(yes/no)</b>	1
Does the program offer articulated credit? <b>(yes/no)</b>	4
Does the program offer dual credit? <b>(yes/no)</b>	1
Percentage of students who receive recommendation for articulated credit.	4
Percentage of students who earn dual credit.	1
Number of students enrolled CTE classes 2018-19	3714
Number of students enrolled CTE classes study-prior year	2402
Nontraditional enrollment in the program of study reflects campus composition of male/female students. <b>(yes/no)</b>	1
Enrollment in the program of study reflects campus composition of special education students. <b>(yes/no)</b>	4
Enrollment in the program of study reflects campus composition of economically disadvantaged students. <b>(yes/no)</b>	4
Enrollment in the program of study reflects campus composition of English learners (ELL). <b>(yes/no)</b>	4
Cost per student	\$425.36
<b>Percentage</b>	<b>69.64%</b>

POINT VALUES: 1=MINIMAL, 2=EMERGING, 3=QUALITY, 4=EXEMPLARY

## CTE Updates 2019 / 2020

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### Spring/Summer 2019 – Facility Updates

- Portable classrooms purchased for Ag Science
- Ag Science project center conversion
- FCS classroom 123 kitchen update & addition for Intro to Culinary and Nutrition classes
- Automotive shop update
- Construction trades expansion
- Graphic design and specialty printing lab

### Fall 2019 – New Course Offerings

1. Nutrition / Intro to Culinary (*Hospitality & Tourism*)
2. Graphic Design & Illustration (*Audio/Video Communication*)
3. Principles of Education & Training / Instructional Practices (*Education & Training*)
4. Family & Community Services (*Human Services*)
5. Principals of Government & Public Administration / Political Science I / Political Science II / Planning & Governance (*Government & Public Administration*)
6. Engineering Design & Problem Solving (Engineer Your World II) / Engineering Design & Presentation (*STEM*)
7. Human Resource Management (*Business, Management & Administration*)
8. Principles of Cybersecurity (*STEM*)

## Goals for CTE Program

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### Goal 1: Increase Business & Community Partnerships

The CTE Advisory committee will be revamped with the help of the Community Partnership liaison to ensure a process that is relevant and meaningful to all involved.

1. Habitat for Humanity
  - Students frame walls for 3 & 4 bedroom homes
  - Partnership began Spring 2019
2. Horizon View Homes
  - Field trip arranged with partner including tour of fabrication facility and onsite foundation training
  - Partnership began Fall 2018

### Goal 2: Improve Quality of Work-Based Learning

1. McCombs Ford West - Auto Tech Practicum
  - Develop additional relationships with businesses to expand work opportunities for students
2. MVISD - Facilities & Transportation
  - Students currently work for facilities in the summer
  - Look to expand opportunities during school year
  - Develop criteria for student application process
3. MVISD - PACE / Office Aides
  - Dedicate teacher to manage:
    - PACE program through the Education & Training pathway
    - Office Aides through the Human Services pathway
  - Teacher will provide a supervised work experience
  - Provide extra-days for this staff member to manage student placements to address program needs thus allowing students to begin their work experience the first week of school
4. Expand practicum opportunities to align with programs of study

### Goal 3: Add College Credit Opportunities in CTE

1. Beginning 2019-2020 School Year - in partnership with SWTJC student cohort will have the opportunity to earn:
  - Automotive Technology One-Year Certificate
  - Automotive Technology Two-Year Certificate
  - Automotive Technology A.A.S. Degree

Approximate cost of general lab & shop equipment needed to meet SWTJC requirements is \$100,000.

2. As approved by SWTJC the Construction Technology A.A.S. Degree program will be added.

## Goal 4: Improve Pass Rate on Industry Based Certifications (IBCs)

### *Auto Technology - Automotive Service Excellence (ASE)*

- ASE Brakes
  - ASE Engine Performance
  - ASE Engine Repair
  - ASE Suspension & Steering
1. The partnership with SWTJC will provide more structured curriculum/assessment that is aligned with the ASE certification exams.
  2. ASE exams will be focused to only testing on those aligned with the college curriculum.
  3. Cost per student per registration window (90 days) is a \$36 registration fee and \$43 per test.

### *Construction Technology - NCCER*

- CORE Curriculum
1. Modules for exam will be administered over a 3 year period with the opportunity to earn the credential in third year when all modules are successfully completed
  2. Cost per student per year \$20

### *Business Image Management II – Microsoft*

- Microsoft Office Expert Excel
  - Microsoft Office Expert Word
  - Microsoft Office Master Track 1 (Word Expert + Excel Core + Elective)
  - Microsoft Office Master Track 2 (Word Core + Excel Expert + Elective)
1. Certification testing has been moved to Business Information Management II.
  2. Jasperactive was added as a supplement to the curriculum and is mapped to the MOS. This program instantly measures understanding of the Microsoft application and prescribes a personalized learning plan.
  3. Cost MOS Bundle (Jasperactive, GMetrix, Exam Site Licenses) \$8,111.00 (500 test administrations)

## Goal 5: Add Additional Industry Based Certifications (IBCs)

### *Construction Technology – AutoDesk*

- AutoDesk Certified Professional (ACP) in Revit Architecture
1. Add to Construction Technology I and Construction Technology II classes to address TEKS and incorporate skills being requested by Garza/Bomberger & Associates
  2. Cost per student (including retake & practice test) \$124.80

### *Accounting II – Intuit*

- Intuit QuickBooks Certified User (QBCU)
1. Software needs to be made available in lab, Intuit provides software free to schools.
  2. Approximate cost for curriculum resources \$2500.
  3. Cost per student (including retake & practice test) \$102.99.

## Goal 6: Analyze Program Costs & Review Cost per Student

Costs per program will be analyzed and a new allocation of funds procedure implemented beginning Fall 2019 to ensure equity between programs.

- Teachers will be required to provide details in lesson plans for supply/material purchases to support labs/projects
- An obsolescence cycle will be developed for CTE equipment not found under the technology plan and budgets will be allocated to address these needs

The following manuals will be developed and approved by the Superintendent for implementation in the Fall of 2019.

### *A CTE Policies & Procedures Manual*

- Classroom procedures
- Purchasing procedures and policies
- Career Prep / Practicum Guidelines

### *A CTSO Handbook*

- Sponsor responsibilities
- CTSO procedures and operation
- Student eligibility and absences (follow rule of the UIL)
- Travel guidelines for CTSO competitions and conferences
- Permissible use of Function 36 funds

